

## Request Form: Products Available from Special Collections

Name (print)\_\_\_\_\_Signature\_\_\_\_\_Date\_\_\_\_\_

Mailing Address\_\_\_\_\_

Email address\_\_\_\_\_Phone Number\_\_\_\_\_

Notes\_\_\_\_\_

Products	Quantity	On-site Orders	On-site Orders	Delivery Required*	Delivery Required*	Payment Cash (exact cash only), Check, Money Order, Accounting Code**	TOTAL SALE
		Per Item Price	10 Items or more	Per Item Price	10 Items or more		
Dahlia Flower Portrait Paperweight		\$16.00	\$15.00	\$21.00	\$20.00		
Farmer's Market Recipe Notecards		\$9.00	\$8.00	\$14.00	\$13.00		
Flower Portraits Perpetual Calendar		\$10.00	\$9.00	\$15.00	\$14.00		
Flower Portraits Keep It Box		\$12.00	\$11.00	\$17.00	\$16.00		
Victorian Fruits & Flowers Keep It Box		\$9.00		\$14.00			

Staff initials:\_\_\_\_\_

\* Delivery time is 3-10 days. For expedited or international delivery, please call for price.

\*\*If payment method is by accounting code, include the accounting code, subaccount number, and the unit name.

**SEE REVERSE SIDE FOR PAYMENT INSTRUCTIONS**

## **PAYMENT**

- Payment is required in advance of order in the form of cash (exact cash only), check, money order, or accounting code.
- Make check or money order payable to “NATIONAL AGRICULTURAL LIBRARY”.
- Mail payment to the following address:

**Special Collections – Product Orders  
National Agricultural Library  
10301 Baltimore Avenue  
Beltsville, MD 20705**

For additional information on products or delivery, please call 301-504-6503.

## **FOR INTERNAL USE ONLY**

Order filled by: \_\_\_\_\_

Date: \_\_\_\_\_

Form updated: April 2006